

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
Child and Family Services Agency

CONTRACTS AND PROCUREMENT ADMINISTRATION

**DETERMINATION AND FINDINGS FOR  
A SOLE SOURCE CONTRACT**

**CONTRACT NO.:** DCRL-2022-C-0072  
**CAPTION:** Individual Therapy  
**PROPOSED CONTRACTOR:** Becoming Whole LLC

**FINDINGS**

**1. AUTHORIZATION:**

D.C. Official Code § 2-354.04, 27 DCMR 1304 and 1700, 1701

**2. MINIMUM NEED:**

The District of Columbia, Child and Family Services Agency (CFSA), has a need for a Certified Sexual Offender Treatment Provider (CSOTP or CSOT) to continue providing CFSA client, SHT, therapy services.

The period of performance shall be for a base period of one (1) year, with four (4) option years.

**3. ESTIMATED REASONABLE PRICE:**

NTE \$28,080

**4. FACTORS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:**

- a) CFSA has a continuing need for the services covered under this proposed contract.
- b) The client was living at Brighter Days therapeutic group home in Southern Virginia, and CSOT services were paid for via a sub-contract with Brighter Days. The client developed a strong clinical relationship with their therapist from Becoming Whole, LLC.
- c) The client's clinical team and the client both recognize that the client should continue receiving CSOT services.
- d) Maintaining the established, individual therapeutic relationship that has been established between the client and the therapist is critical to the success of the CSOT services to ensure continuity.

- e) Acquiring the services of CSOT services via another therapist would require the client to re-start therapy from the rapport-building stage and would pose a detriment to the progress made to date.
- f) The contractor is currently providing therapeutic services to the client under a short-term emergency contract. The client's therapy is progressing well and CFSA would like for this service to continue uninterrupted.
- g) For the above reasons, a market survey was not conducted and the Contractor is the only source, based on their provision of past and current therapeutic sessions with the client, that can meet the minimum need of the District by providing continuing services to the client. Failure to do so would negatively impact the District's ability to deliver critical clinical residential treatment services to the client.

Therefore, it is in the best interest of CFSA to continue utilizing the services, via sole source, from Becoming Whole LLC who possesses the unique and singularly available capability deemed essential to meet CFSA's important services to promote the safety and well-being of the client in the District.

**5. CERTIFICATION BY AGENCY HEAD:**

I hereby certify that the above findings are true, correct, and complete.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Robert L. Matthews  
Director

**6. CERTIFICATION BY CONTRACTING OFFICER**

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. The Sole Source Determination and Findings was posted on the OCP website, [http://app.ocp.dc.government\\_award/.asp](http://app.ocp.dc.government_award/.asp) for a period of ten (10) days; no inquiries were received I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tara Sigamoni  
Agency Chief Contracting Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Wil Giles  
Chief Contracting Officer

**DETERMINATION**

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive bidding process under either Section 402 or 403 of the District of Columbia Procurement Practice Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code §2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

\_\_\_\_\_  
Date

\_\_\_\_\_  
George Schutter  
Chief Procurement Officer